

MARYLAND STATE HIGHWAY ADMINISTRATION
OFFICE OF PROCUREMENT AND CONTRACT MANAGEMENT
CONSULTANT SERVICES DIVISION
707 NORTH CALVERT STREET
BALTIMORE, MARYLAND 21202

June 5, 2023

Contract No.: BCS 2023-05
Description: Construction
Management & Inspection (CMI)
Services - SBE, Statewide

EXPRESSION OF INTEREST ADDENDUM NO. 1

To All Consultant Candidates:

Please be advised that the Expression of Interest for this contract are due by **12:00 PM (NOON) on June 21, 2023**, and must be submitted through the eMaryland Marketplace Advantage (eMMA) as outline in the advertisement. Expression of Interest received after the deadline will not be accepted no matter how they have been transmitted.

RED LINE REVISIONS (RLR)

Please note the following Red Line Revisions for the **Expression of Interest**:

RL01:

~~This is a Small Business Enterprise Procurement for which award will be limited to certified small business vendors. Only businesses that meet the statutory requirements set forth in State Finance and Procurement Article, §§14-501—14-505, Annotated Code of Maryland, and that are certified by the Governor's Office of Small, Minority & Women Business Affairs (GOSBA) Small Business Reserve Program are eligible for award of a contract.~~

RLR1:

This is a Small Business Enterprise Procurement for which award will be limited to certified small business vendors. Only businesses that meet the statutory requirements set forth in 13 CFR 121 Small Business Size Regulations, and that are certified by the Maryland Department of Transportation Office of Minority Business Enterprise are eligible for award of a contract.

RL02:

Section H – Additional Information: This section shall be limited to one (1) page and must certify that the Key Staff individuals meet the education, experience, registration/licensure, expertise, and all other professional qualifications specified in this advertisement. Please exclude

any confidential personal information. ~~Any information presented in Section H will be considered in the evaluation of the EOI.~~

RLR2:

Section H – Additional Information: This section shall be limited to one (1) page and must certify that the Key Staff individuals meet the education, experience, registration/licensure, expertise, and all other professional qualifications specified in this advertisement. Please exclude any confidential personal information.

RLO3:

The following computer hardware and software shall be used to perform the services required to include: As referenced in the document and any successor replacement documents titled “Mobile Device Requirements”, available from the following website.

https://www.roads.maryland.gov/OOC_Forms/07220.100.41.pdf~~https://www.roads.maryland.gov/mdotsha/pages/OOCForms.aspx?pageid=115~~

RLR3:

The following computer hardware and software shall be used to perform the services required to include: As referenced in the document and any successor replacement documents titled “Mobile Device Requirements”, available from the following website.

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CONSULTANT QUESTIONS

The following questions are written Expression of Interest Questions received prior to the deadline of 12:00 PM (NOON) on May 16, 2023, from consultant candidates. The responses are provided for clarification to all candidate in bold after the questions:

Q1. BCS 2023-05 Page 1, Paragraph 2 states businesses “...that are certified by the Governor’s Office of Small, Minority & Women Business Affairs (GOSBA) Small Business Reserve Program are eligible for award of a contract.” The rest of the Advertisement refers to only MDOT certified SBE firms. Please confirm that business only need to be MDOT certified SBE and do not need to be certified by GOSBA Small Business Reserve Program

A1. See RLR1. Only certified SBE firms are eligible for contract award.

Q2. Joint Venture, what is the process for establishing a joint venture to pursue BCS 2023-05 SBE?

A2. Offerors who choose to establish a joint venture may do so on their own. Please

note MDOT SHA does not have a process and does not provide instructions to potential offerors on how to establish a joint venture. The Pre-Proposal attendees list is attached as part of BCS 2023-04 Addendum No. 1. MDOT SHA will require all offerors submitting as a Joint Venture selected for contract award to submit an IRS W2 and FEIN number. All Joint Venture partners must be in good standing with SAM.gov and Maryland Department of Assessments & Taxation.

- Q3. BCS 2023-05 SBE In the Scope of Work: What is the difference between system preservation projects and maintenance projects for CM/I services?
- A3. **Preservation consists of work that is planned and performed to improve or sustain the condition of the transportation facility in a state of good repair. Preservation activities generally do not add capacity or structural value but do restore the overall condition of the transportation facility. Maintenance describes work that is performed to maintain the condition of the transportation system or to respond to specific conditions or events that restore the highway system to a functional state of operation.**
- Q4. BCS 2023-05 SBE, please provide examples of types of environmental projects or be more specific as to what you are looking for. Thanks.
- A4. **Environmental projects pertain to construction of roadside landscape features, reforestation plantings, critical area mitigation, wetland and stream permitting and mitigation, TMDL Compliance, SWM installation etc.**
- Q5. On page 1 of the RFP Package PDF, it states “Only businesses that meet the statutory requirements set forth in State Finance and Procurement Article, §§14-501 —14-505, Annotated Code of Maryland, and that are certified by the Governor’s Office of Small, Minority & Women Business Affairs (GOSBA) Small Business Reserve Program are eligible for award of a contract.” Is the project Small Business Reserve or a Small Business Enterprise.
- A5. **See RLR1. Only certified SBE firms are eligible for contract award.**
- Q6. On page 10 of the RFP Package PDF, it states “Section H – Additional Information: This section shall be limited to one (1) page and must certify that the Key Staff individuals meet the education, experience, registration/licensure, expertise, and all other professional qualifications specified in this advertisement. Please exclude any confidential personal information. Any information presented in Section H will be considered in the evaluation of the EOI.” Please clarify the evaluation and rating criteria to be used for Section H – Additional Information.
- A6. **See RLR1 regarding Section H.**
- Q7. On page 11 of the RFP Package PDF, it states, “As per the BPW Advisory No.: 2013-11, Date Issued January 1, 2013, an officer of the Prime/JV firm shall provide a signed original certification as per language listed on the BPW Advisory page.” Is the Investments in Iran Certification required to be submitted by the prime and subconsultants with the Expression of Interest?

- A7. No, the Iran Certification is not required at the Expression of Interest stage of the procurement process. The firm(s) selected for a given Contract will be required to provide “Certification Regarding Investment in Iran”.**
- Q8. Page 2, 2nd paragraph. Do subs have to be registered and in good standing on SAM.GOV also, or just with MD DAT?
- A8. MDOT SHA requires all Subconsultants to be registered and in Good Standing with the Maryland Department of Assessment and Taxation. Subconsultants are not required to be registered via Sam.gov.**
- Q9. Where do we download SBE’s who provide engineering services? There are thousands of MD certified SBE’s. However, when we try to get just the ones providing engineering services using commodity codes, we get the message that none are found.
- A9. MDOT SHA Office of Minority Business Enterprise website has a “Certification Management System” where the public can search for “Certified Firms” by certification type, commodity code, etc. This information is available at <https://marylandmdbe.mdbecert.com/?TN=marylandmdbe> under “Search Directory of Certified Firms”.**
- Q10. The link on page 6 for the “Mobile Device Requirements” does not work.
- A10. See RLR2 above.**
- Q11. Should the SF 330 be submitted as one pdf? or shall we have different pdf’s for each section: example Section E, Part II, Section D – org chart and support personnel matrix; section F Example projects; Section H- Additional information?
- A11. The Expression of Interest is to be submitted as a complete PDF along with separate PDFs for each section of the required requested information.**
- Q12. The rating criterion on Page 12 only discusses the Key Staff and Example projects. What is the rating scale for the other sections of the SF 330 such as Org chart, additional information, etc.?
- A12. Per page 12 Section G titled Rating Criteria, evaluating EOIs Key Staff is rated on a 30-point scale and Example Projects are rated as Acceptable or Unacceptable. Key Staff and Example Projects are the only two sections rated at EOI for the creation of a Reduced Candidate List.**
- Q13. During the pre-proposal meeting, it was clarified that the required experience can at other jurisdictions and does not have to be necessarily in Maryland or on MDOT projects. Please confirm that is so.
- A13. Yes, the required experience does not have to come from Maryland Department of Transportation projects or within the state of Maryland.**

**THE SIGNED ADDENDUM MUST BE INCLUDED IN THE EXPRESSION OF
INTEREST IN FRONT OF THE TRANSMITTAL LETTER.**

Jada Wright
Jada J. Wright, Director,
Office of Procurement and
Contract Management

June 5, 2023
Date

<u>(Company)</u>	<u>(Signature-Authorized Official)</u>	<u>Title</u>	<u>Date</u>
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